

HYCON MFG. COMPANY

2961 East Colorado Street
Pasadena 8, California

TRAVEL EXPENSE REPORT

STATINTL

3/20/57

Name [REDACTED] Date [REDACTED] 19__
Department **425/760** Period from **3/13** A.M. to **3/20/57** A.M.
P.M. to P.M.
Purpose of Trip **Company Business**

Date	Receipt No.	Detail of Expenditure	Miscellaneous (Explain)	Transportation (Fares, Mileage Gas, Oil, etc.)	Meals Amount	Lodging	Total
3/13		Dinner conference for 3 (2 Hycon) Charge to <u>44-94-3</u>			19.00		19.00
3/15		Luncheon conference for 3 (1 Hycon)			6.00		6.00
3/15		Dinner conference for 3 (1 Hycon)			6.75		6.75
3/16		Dinner conference for 8 (3 Hycon) Charge to <u>32-94-3</u>			54.00		54.00
3/19		From Plant 9 To Plant 9 Per Diem Charge to <u>360-97000</u>		1.40 1.40		9.00	1.40 1.40 9.00
TOTALS				2.80	85.75	9.00	97.55

I certify that all statements above are true and that all expenses shown were actually incurred and paid for the purpose stated.

STATINTL

GRAND TOTAL

Advance: Date _____ Amount _____

Refund ☐
Balance Due ☐

Paid by Check/Voucher No. _____ Date _____